

City of West Lafayette, Indiana  
Board of Public Works and Safety  
MINUTES

AUGUST 25, 2015  
8:30 a.m.  
Morton Community Center  
Multi-Purpose Room

Members present were Sana G. Booker, Brooke E. Folkers, and Jonathan C. Speaker. Mayor Dennis presided.

1. APPROVAL OF MINUTES

a. August 18, 2015, Meeting

Ms. Booker moved to accept the minutes of the August 18, 2015, Board of Works meeting. Ms. Folkers seconded the motion

The motion was adopted.

2. NEW BUSINESS

a. Street Closing: W. Columbia Street – Police

Police Sergeant Philhower requested approval for the closure of a portion of West Columbia Street on September 5, 2015, from 7:30 a.m. to 7:30 p.m. for the Global Fest event.

Ms. Folkers moved that the closure for W. Columbia Street be approved. Mr. Speaker seconded the motion.

Mayor Dennis confirmed that the Fire Department is good with the closure.

The motion was adopted.

b. Billing Rules for Major Customers – WWTU

WWTU Director Henderson requested approval of Billing Rules for major customers. He explained that this document was put together with the help of City Attorney Burns and Clerk-Treasurer Rhodes, and it was in response to the State Board of Accounts auditors request that we have better documentation of our billing practices. This includes how we handle meter readings with our, at this point, one major customer that has their own water service. That customer is Purdue University. He stated that this could apply to anything else that could come into the City that would be a major water user and potentially have their own meter. He further explained that Purdue University provides their own water instead of being customers of Indiana American Water, where we get the meter readings for the bulk of our customers. Purdue self-reports their meter readings to us. We need to formalize how we receive those readings, how we import them into our new billing software, and also how we audit Purdue to ensure the meters are in good repair and calibrated so that we are getting reliable data. He stated that we did get input from the University and made a few little changes where we could, but some items are completely reliant on City code. He stated that we let them know that they get the same due date, the same delinquent charges, as specified in the City code. We also let them know that we have the right to inspect the meters and audit their meter readings. He stated that Purdue did request, because there are so many meters on the

University property, that we schedule this at a time that is agreeable to both parties. He stated that there is a section regarding billing adjustments which includes that right for us to ask that any problems with a meter, it is repaired at their expense. Also, if there is any dispute or error in billing that we look at it administratively, and if it cannot be addressed administratively it would be brought to the Board of Works for review.

Mayor Dennis stated that this is a long time in coming. It provides some structure for one of our primary customers, which is a good thing.

Director Henderson stated that it has been almost 60 years together. He stated that this is the first time that it has been brought to our attention and it was time. The new billing software gives us the opportunity to import their raw meter readings into our system and cut out some of the hand calculation.

Mr. Speaker moved that the WWTU Billing Rules for Major Customers be approved. Ms. Booker seconded the motion.

The motion was adopted.

c. Claims

- i. AP Docket \$309,642.87
- ii. AP Docket \$304,771.29
- iii. PR Docket \$531,076.50

Ms. Folkers moved that the claims be approved. Ms. Booker seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

d. Informational Items

i. Legal Budget & Expenses – Clerk-Treasurer

There were no questions or comments about the listing.

ii. Park Board Dockets

There were no questions or comments about the listing.

iii. Revised Memo: Declare Weapons Surplus – Police

There were no questions or comments about the item.

e. Other Items

► Police Chief Dombkowski reported that starting today the West Lafayette Police Department and the Purdue University Police Department is coming together in the dispatch center at the dispatch center on the Purdue campus. He stated that the fruition of the efforts of the last year will come together, hopefully by the end of the day tomorrow. He stated that this speaks to the communication efficiency between the two agencies, and it will be a much better situation for major events and incidents. The communication between our two entities will literally be face-to-face. He stated that we are looking forward to that and the new era of partnership with Purdue. Chief Dombkowski reported that the Department is launching a program using motorcycles. This new traffic unit is to address traffic safety issues. He noted that we are the most densely populated city in Indiana, and this is tool to improve the way things are done in those traffic safety areas. When Purdue is in session traffic congestion is a challenge, and this will be one of our tools for effective law enforcement in the near-campus areas

and throughout the City. He stated that they will be seen in school zones and construction zones, along with some specific intersections with safety issues. He expressed appreciation for Captain Sparger's work on this program. He thanked Prosecutor Pat Harrington, explaining that this program was paid for without tax dollars from our citizens; it was paid for with forfeiture money.

Mayor Dennis stated that with over 30 miles of trails, oftentimes accessibility by emergency services is a challenge. The motorcycles can get on them and get where they need to go quickly and efficiently. He stated that most of the streets in West Lafayette were designed and built when vehicles were small and a rarity. When there are cars parked on both sides of the street, sometimes getting a vehicle down there is a challenge. A motorcycle can provide greater accessibility that way as well. He stated that they are high-visibility vehicles, as motorcycles tend to attract the eye, and more so with the lights and reflective paint. He stated that we all know that direct relationship between an emergency vehicle and people behaving, and this is another component to assist with that. He noted that there are a lot of challenges to getting into the inner areas of Purdue, and we are now in a position to be able to provide more safety and security to those remote areas.

Chief Dombkowski shared that he has a picture in his office of a West Lafayette police officer sitting on a motorcycle for a magazine ad for Harley Davidson. The picture is from 1945 and was taken in front of Station 1. He stated that we are going back to the roots of doing traffic enforcement, and we are happy to have this program.

► Public Works Director Buck provided construction updates. He reported that there is a walk-through inspection scheduled with the contractor on Northwestern Avenue, but the signals and lighting are still on order. The work that needs to be done will be during the daytime only. He reported that we are looking for an off-peak traffic time to do the striping on Cumberland Avenue.

► Ms. Booker thanked Director Buck for always answering her questions and providing a direction to go in if he is uncertain of the answer.

### 3. ADJOURNMENT

There being no further business to come before the Board, Mr. Speaker moved that the meeting be adjourned, and Mayor Dennis adjourned the meeting.